

**Approved**  
**SALEM BOARD OF FINANCE**  
**SPECIAL MEETING MINUTES**  
**February 28, 2013**

**PRESENT**

Carole Eckart  
T. J. Butcher  
Janet Griggs  
David Kennedy  
Greg Preston  
Bill Weinschenker

**ABSENT**

John Dolan (Alt)  
George Householder  
Peter Lee (Alt)

B. Weinschenker called the meeting to order at 7:03 PM.

**M/S/C (Eckart/Griggs): to seat David Kennedy in place of George Householder**

**Vote: Approved Unanimously**

**1. Proposed Appropriations for the 2013/2014 Budget**

- Selectman K. Lyden presented the Assessor's budget to the BOF. This department is asking for a \$5,165 increase from last year. This budget has been under funded for years. Personal property tax has been added to the Vision Solution software, which is an annual expense of \$2,200. Dan Killeen, the town's former employee, used to calculate this by hand. The Conference/mileage and dues line has increased because in previous years Assessor classes and dues were shared with another town. The Board of Assessment line is used for hourly expenses for the three members that address citizens' concerns on their assessed values.

**A.) M/S/C (Butcher/Preston) to approve Dept. #116 (Assessor) appropriation in the amount of \$12,515 subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- **Sue Spang presented the Registrar of Voters/Elections budget.** There is a slight increase from last year. The two lines that have increases are Election Workers and Conferences/ Mileage and Dues.

**B.) M/S/C (Butcher/Griggs) to approve Dept. #122 (Registrar/Elections) appropriation in the amount of \$11,750, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- L. Giambra, Library Board Chairman, presented the Library Department budget to the BOF. L. Giambra has asked for an increase in their budget from the 2012/2013-year. The BOF concerns were with the increases reflecting a 12 percent increase. Almost every line in this Department has an increase. The annual fee for the Bibliomation software is no longer covered by the grant fund. Their request also included purchasing four new computers. As in the past, the Library would like to continue replacing outdated computers with new ones yearly. It was noted by the BOF that there is a decrease in State Grant revenue projected.

**C.) M/S/C (Butcher/Preston) to approve Dept. #158 (Library) appropriation in the amount of \$29,283, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- First Selectman K. Lyden presented the Economic Development Department budget. The commission is doing a lot of research. It was noted that very little money has been spent in the budget for the 2012/2013 fiscal year or in past fiscal years. The BOF decreased the requested budget by \$750 for the 2013/2014-budget year. If more money is needed in the 2013/2014 budget year and there was unspent money left in the 2012/2013 budget year, the committee chairman should ask for a continue appropriation from the 2012/2013 to the 2013/2014 budget year.

**D.) M/S/C (Butcher/Griggs) to approve Dept. #600 (Economic Development) appropriation in the amount of \$1,500, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**E.) M/S/C Preston/Butcher) to approve Dept. #610 (Inland Wetland/Conservation Commission) appropriation in the amount of \$3,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Chairperson Rich Amato presented the P&Z budget. The overall budget shows a decrease in Legal Fees and all other lines remain the same

compared with the 2012/2013 year. Total budget decreased by \$5,000. If there is unspent money in the 2012/2013 budget year, the chairman should ask for a continue appropriation to cover any anticipated legal fees in the 2013/2014 budget year. The BOF suggested that the Chairman explain revenues that were received from the Kobyluck settlement on the budget sheet to be presented at the Public Hearing.

**F.) M/S/C (Preston/Kennedy) to approve Dept. #630 (Planning and Zoning) appropriation in the amount of \$38,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**G.) M/S/C (Kennedy/Preston) to approve Dept. #640 (Zoning Board of Appeals) appropriation in the amount of \$300, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Sue Spang presented the Recreation Commission budget to the BOF. She is not requesting an increase. As she has stated in the past, the weekend school access and the Fee Based Activity lines will only be spent for that purpose. Most of the expenses in the fee-based line have been offset with revenues. S. Spang reminded the BOF that the Commission collects a fee for the use of Recreation Fields by both soccer and baseball teams that have less than 40% Salem members. S. Spang did not have the figures on revenue collected so far for the use of the Town's fields.

**H.) M/S/C (Preston/Butcher) to approve Dept. #645 (Recreation Committee) appropriation in the amount of \$52,900, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- First Selectman K. Lyden presented the Dept. #710 budget. He noted that his request is for a \$1,000 decrease in this department. He has made a few adjustments to the policy, which includes increasing liability coverage to \$10,000,000.
- **I.) M/S/C (Butcher/Kennedy) to approve Dept. #710 (Municipal Insurance) appropriation in the amount of \$98,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**J.) M/S/C (Eckart/Butcher) to approve Dept. #810 (Unanticipated Expenses) appropriation in the amount of \$1,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**K.) M/S/C (Preston/Butcher) to approve Zero for Dept. #935, Revaluation.**

**Vote: Approved Unanimously**

**Adjournment**

**M/S/C (Butcher/Eckart) to adjourn at 8:24 PM.**

**Vote: Approved Unanimously**

**Virginia Casey**

**Recording Secretary**